



U. S. Navy Personnel Support Activity, Pacific

JULY - SEPTEMBER 2004

To provide pay, personnel, and passenger transportation services to DOD personnel and their families.

COMMANDING OFFICER'S COMMENTS

Team,

The XO and I have been onboard a year now and the time has gone by incredibly fast. We've made great progress in getting out to your detachments, meeting all of you, visiting some of your customers, and in general learning about the uniqueness of each of your detachments. We are very impressed with the quality of our Khaki leadership, Sailors and civilians who work so hard everyday to provide "World Class Service".

This is the first edition of our resurrected PSA Newsletter, so I would like to share my expectations with you. Please learn and live our PSA Pacific Mission, Vision and Guiding Principles, they are listed on the back page. They will help you make the right choice when faced with a difficult or potentially compromising situation. In addition, I expect each of you to create and contribute to a happy, healthy and comfortable work environment; in general look out for each other. I expect you to possess and display honesty, initiative, productivity, and great customer service skills. Most of all I expect you to do the RIGHT THING. If you are not sure what that is...ask someone you respect, before it's too late. I'm convinced we have the best Sailors in the Navy, you make me proud everyday.

Please be an active participant in our newsletter. Share the happy, proud, or profound events in your detachment with the entire network. Feel free to contribute interesting articles about your duty station, the Navy or whatever else you think would be of interest to the network, including pictures, recipes (I know there are some good ones out there), etc.... Let's make this newsletter something we all look forward to reading every quarter. Practice risk assessment when traveling, working around the home or enjoying recreational activities, it's just as important in your personal life as it is onboard ship. Have a safe summer. Thanks for all you do. Respectfully, CO

COMMAND MASTER CHIEF CMDM(SS/SW) BOB CHENIER

Greetings from Yokosuka.

I hope that each of you are enjoying your summer and welcome to our inaugural PSA Newsletter. I know that you will find the information contained in these 3 or 4 pages of print informative.

There are a couple of items that I need to embellish on. In the quality of life arena, you have seen some changes to BAH. Make sure that you read those two sections because it not only affects you and the Sailors that work for you but it also affects your customers.

We have also seen the awarding of two medals for service in support of South Korea and the Global War on Terror. The Korean Defense Service Medal may be awarded by the CO and I am ready to get the CO's approval on 28 of these as soon as I get the medals in. The Global War on Terror Expeditionary Medal (GWOTEM) can be awarded by a Combatant Commander. Once the approved unit listing is out and I get the medals in, we will be presenting those also.

Lastly, Navy Knowledge Online (NKO) has become a wealth of knowledge ranging from professional, personal and leadership development, to college degree completion programs and SEA POWER 21! As you can tell, it is loaded with information and you just cannot digest all of it, but you can use it a reference for many of things that you want to accomplish while working for this great Navy. Currently, only about 60% of us in the PSA Pacific network have an account. I want every Sailor and every one in the chain of command of Sailors to have an account on NKO.

I feel that it is not only important that we know our jobs and where we are headed, but, to ensure that we always better ourselves and our Navy, we must remember where we have been. To this end, I have added a "Monthly Naval Traditions Lesson" at the end of this newsletter. You will see a different lesson in each edition of the newsletter. If you have a lesson that you would like me to publish, send me the write-up (and the references you used) and I will use it in the newsletter (giving credit to you in the process) I hope that each of you have a safe and happy summer. Sailors Always, CMC

REENLISTMENTS



Congratulations to PN1Gregorio Roble, PSD Misawa on his reenlistment for two years.

Reenlisting Officer was LT Gastaldo, Admin Officer NAF Misawa.

Good luck to PN1 Roble, his wife Catherine and son Garsche at their new duty station, USNS SATURN in Norfolk, VA.

SAILORS/CIVILIAN OF THE QUARTER

PSA Pacific announces Senior/Junior Sailors of the Quarter and Civilian of the Quarter for the second quarter.

DK1(SW) Jluisito B. Santos
SSOQ PSD Guam
YN3 Michael R. Bennett
JSOQ PSD Pearl Harbor
Mrs. Ruby D. Hoffman
COQ PSD Yokosuka

Congratulations to all nominees.

COMMON ACCESS CARD(CAC) ISSUES/APPOINTMENTS

Personnel Support Activity (PSA) Pacific PSDs and CSDs throughout the Pacific and Indian Ocean now require "appointments" for regular CAC/ID card business (i.e. frocking, promotions, extensions, reenlistments, or expiration of service contracts). The change from walk-in customer service to an appointment system was in response to longer-than-average wait times as experienced by customers. Appointments can be made online by accessing <http://www.psapac.navy.mil> and clicking the CAC/ID Web Scheduler link at the bottom of the left column. Once you have access to the web site select "Make Appointment" then pick the location. Please carefully read the instructions and list of supporting documents to bring, as applicable, provided on the Sign-Up Confirmation Email that will be sent to you after your appointment has been made.

Personnel without access to a computer are welcome to call the Customer Service Section at your local PSD to make an appointment. We continue to serve our walk-in customers, but please be informed that customers with appointments will be given head of the line privilege.

If unaccompanied by sponsors, family members of sponsors assigned to ships or stationed outside of the area must have an application form (DD Form 1172) signed by the sponsor and the verifying officer (usually the Personnel or Administrative Officer of the ship or squadron) in their possession to get an ID card replacement. If accompanied by the sponsor, PSD can use data in the DEERS database to verify eligibility of the family members for new ID cards. Note that if the sponsor only recently reenlisted or extended his/her enlistment, it is advisable that the family members obtain and come to PSD with a pre-verified application form, as the DEERS database may not yet have been updated to reflect continued eligibility for a new ID card.

All personnel visiting PSD to replace an old CAC/ID card must have the old CAC/ID card in their possession on arrival. The old CAC/ID card must be surrendered and destroyed by PSD as part of the reissuance process.

If a family member, civilian, or service member stationed ashore needs to replace a CAC/ID due to loss or theft, they will be required to report to Security to fill out a Voluntary Statement, to be presented at PSD before a replacement card is issued. E-6 and below personnel stationed ashore Yokosuka are required to present a request chit signed by their chain of command (at least to the Executive Officer) with them to PSD.

For shipboard Sailors replacing lost CAC/ID cards, a properly pre-verified application form is the only requirement to get a replacement card. In all cases, a "secondary" identification (driver's license or passport) that positively identifies them as the applicant is required.

All CAC/ID holders are reminded that CAC/ID cards remain at all times the property of the U.S. Government and must be safeguarded against loss and unauthorized use. Identity theft is at an all time high and these lost ID cards can be sold on the black market and used by unauthorized personnel to enter military installations and obtain military

benefits and privileges. Additionally, this is a serious force protection issue that requires everyone's attention. Commands please use this opportunity to raise awareness of security issues with your personnel and to consider more stringent control or disciplinary measures for personnel who do not practice responsibility in controlling their identification cards.

Assistance for obtaining an ID card application form is available at PSD and most personnel offices and can be signed and verified in advance. Pre-verified applications are valid up to ninety (90) days from the date of sponsor's signature. For more information please contact your local PSD Customer Service.

FY-04 ENLISTED EARLY TRANSITION PROGRAM

Continued high retention and unparalleled recruiting success have for a second year allowed us to offer an Enlisted Early Transition program. This force-shaping program will provide qualified Sailors with an EAOS in FY05 the opportunity to separate this fiscal year – as many as 12 months early.

Requests for 91 days to 12 months will be forwarded with CO endorsement to CNPC for final approval.

A few additional points:

- Expanded early separation authority will be offered to Sailors in eligible ratings with an EAOS between 1 October 04 and 30 September 05. All separations under this program must be effected NLT 15 September 04.
- Sailors of any rating (including non-designated personnel) are eligible to apply with the following exceptions:

- 1) Members on SRB contract or in a rating/NEC eligible for SRB reenlistment.
- 2) Members in the SEAL/EOD/DIVER/SWCC programs
- 3) Members in Nuclear ratings
- 4) Members in ratings/NECs under stop-loss order

Contact your Command Career Counselor for details.

NAVY-WIDE PETTY OFFICER ADVANCEMENT EXAM

It is time to start preparing for the September Navy-Wide Petty Officer Advancement Exams. The testing dates are as follows:

E6 2 September 2004
E5 9 September 2004
E4 16 September 2004

Additionally, the AG3 exam will be administered on 21 September 2004. This exam will be administered by computer. Contact your Educational Service Officer for additional information.

FY-04 CHANGE TO BAH ENTITLEMENTS

Sailors who are married to another Sailor, both of whom are E5 and below and on sea duty, are now each entitled to Basic Allowance for housing (BAH). This adjustment better achieves parity between junior and senior enlisted afloat military to military families.

To receive this benefit Sailors must meet all of the following criteria:

- Have not other dependents
- Share the same household
- Decline government quarters
- Both members must be on sea duty.

The amount of the allowance will be based on the BAH rate without dependents for each Sailor. The entitlement is effective 1 October 2003. It is authorized under the national defense authorization act for fiscal year 2004.

BAH PCS ENTITLEMENT FOR SINGLE E4 AND BELOW

Single members E4 under 4 years, and below, while in between duty stations are now eligible for BAH PCS regardless of paygrade and time in service. This entitlement was approved retro-active effective 1 January 2003. Please contact your local Personnel Support Detachment for details.

FY-05 SEAMAN TO ADMIRAL-21 (STA-21) PROGRAM

NAVADMIN 125/04 is soliciting applications for the FY-05 Seaman to Admiral-21 commissioning program. STA-21 replaced the Enlisted Commissioning Program (ECP), broadened opportunity for officer selection and training programs (BOOST), Seaman to Admiral (STA) program, and fleet accessions to the Naval Reserve Officers Training Corps (NROTC) scholarship program. Participants in these legacy programs cannot transition to STA-21.

For more information on the Seaman to Admiral-21 program see NAVADMIN 125/04 and get with your Command Career Counselor.

OVERSEAS TOUR EXTENSION INCENTIVE PROGRAM (OTEIP)

Per MILPERSMAN 1306-300, Overseas Tour Extension Incentive Program (OTEIP) offers eligible enlisted members the opportunity to receive their choice of one of four incentive options for extension of the Department of Defense (DOD) tour length for 12 months or more. The following options are available: **Option "A"** - \$80 per month special pay for each month during the period of the extension; **Option "B"** - 30 Days rest and recuperation (R&R) absence during the period of extension; **Option "C"** 15 Days R&R absence plus round trip transportation at government expense from the location of the extended tour of duty to the port of debarkation in the continental United States (CONUS) and return, during the period of extension; **Option "D"** - \$2,000 lump sum payment on the first day of the 12-month extension. The elected OTEIP option may not be affected prior to the projected rotation date (PRD) extension becoming operative. For eligibility and request procedures, please read MILPERSMAN 1306-300 in it's entirety. Note, OTEIP is earned for extensions of at least 12 months of the current DOD tour. The authority for the OTEIP incentives is SECNAVINST 1306.3 and DOD 7000.14-R, volume 7A.

NAVY FAMILY CARE POLICY AND READINESS

There is nothing more crucial to combat readiness than our people and their ability to contribute to mission accomplishment. This is especially true now as we transition to a more surge-ready, agile force under the Fleet responsible plan. The U. S. Navy Family Care Policy, OPNAVINST 1740.4B, has been revised to provide Sailors clear guidance for developing executable family care plans and to assist commands in creating effective family care programs. This policy applies to all Navy Personnel active and reserve who are single or a member of a dual military couple with custodial responsibility for family members. This policy requires Sailors to arrange for support of their family members during deployment, normal and extended work-hours, TAD assignments, weekend duty, etc., regardless of the type of duty assigned (Shore, SEA, Reserves etc.) to ensure Sailors can fulfill their military duties. OPNAVINST 1740.4B is available at [HTTP://NEDS.NEBT.DAPS.MIL](http://NEDS.NEBT.DAPS.MIL).

ENLISTED ADVANCEMENT EXAM RESULTS ON NAVY KNOWLEDGE ONLINE (NKO)

NKO is the Naval Education and Training Command's (NETC) integrated delivery system for lifelong learning initiatives, personnel development, and knowledge management. In coordination with the Naval Education and Training Professional Development and Technology Center (NETPDTC), access to advancement exam profile sheets are now directly accessible to Sailors who have taken the advancement exams.

New NKO users, E3 to E7, should log on by going to www.nko.navy.mil and register using the NKO registration link on the login page.

**KOREAN DEFENSE SERVICE
MEDAL (KDSM) FOR NAVY
PERSONNEL**

The Korean Defense Service Medal is authorized for qualified Navy personnel who have served in support of the defense of the Republic of Korea from 28 July 1954 to a future date to be determined by the Secretary of Defense. Area of eligibility (AOE) encompasses all land area of the Republic of Korea, the contiguous water out to 12 nautical miles, and all air space above the land and water areas.

Eligibility for award; Service member must have been assigned, attached, or mobilized to units operating in the AOE for 30 consecutive days or 60 nonconsecutive days or meet one of the following criteria:

Be engaged in actual combat during an armed engagement, regardless of time in the AOE or be wounded or injured in the line of duty and require medical evacuation from the AOE, regardless of the time in the AOE. For more information regarding the Korean Defense Service Medal (KDSM) refer to NAVADMIN 099/04.

NAVAL TRADITIONS

**CUSTOM OF WEARING MEDALS
ON THE LEFT BREAST**

Medals and decorations are, for the most part, worn on the left breast. This custom may be traced from the practice of the Crusaders in wearing the badge of honor of their order near the heart. Also, the left side was the shield of the Crusader, for the large shield carried on the left arm protected both the heart and the badge of honor. Swords were worn on the left side in order to be quickly drawn by the right hand.

**U.S. NAVY ONE STOP KIOSK
INFORMATION SYSTEM**



Personnel Support Activity Pacific, Yokosuka Japan will soon start installing U.S. Navy One Stop information kiosk systems throughout the Pacific region. Kiosks are tentatively scheduled to be located at Yokosuka, Atsugi, Okinawa, Guam, Sasebo, Misawa, Pearl Harbor, and Chinhae.

These new kiosk systems are computer-based, multimedia touch screen display designed to provide Sailors and family members a secure, user-friendly portal to access the internet through designated military links and sites. Users will be able to access information on pay and personnel programs, Stay Navy career information, health, housing, MWR, and local community information just to name a few areas.

Establishment of these kiosks is part of the Navy's continuing efforts to improve Sailor's quality of life by providing electronic access to all members of our military community.



MISSION

Provide pay, personnel, and passenger transportation services to DoD personnel and their families

VISION

Highly trained and proud professionals providing fully automated world-class service.

GUIDING PRINCIPLES

- Accomplishing our mission through teamwork, better business practices, and outstanding customer service.**
- Serving as the customers' advocate by promoting policy changes when necessary.**
- Modeling the Navy's core values: Honor, Courage and Commitment.**
- Promoting equal opportunity for all, treating everyone with dignity and respect.**
- Encouraging professional growth and education.**
- Being responsible stewards of taxpayers' resources.**
- Making a difference in our local communities.**
- Promoting the health, well-being and fitness of all members.**